

Regional Interagency Coordinating Committee (RICC)
Meeting Agenda
February 6, 2006

12:00 – 12:30 New Business

Introductions

Members Present: Missi B., Lisa N., Merril F., Amy O., Darcy D., Wanda S., Shonda W., Tammy B., Judy B., Jill S., Gilda L., Lori W., Dawn W., Kim S., Diane A.

Update Committee Member List

2 new members (Lori Wentz and Amy Olheiser)

Reimbursement Forms for Parents

Training Information

West River Teacher Center - Brain Training - Missi and Lisa both attended this conference in Dickinson.

Family Connections Conference is June 14, 15, 16 in Bismarck

Is it Sensory or is it Behavior conference in Fargo - Diane Allen is interested in attending the conference. Missi will check into using Part C Allocations to help to pay for the conference expenses. The conference committee in Fargo approved 10 parents to register for a lesser fee of \$150.

K.I.D.S. Program Update

Staffing Update - As of February 15th, KIDS will be fully staffed for the first time in a year!!!

Numbers Update - ranging between 70-75 children

Change in Evaluations - Focus will be on listing strengths and weakness as related to routines versus just listing as skill based. They are also looking at forming a questionnaire.

Housing of KIDS - Jill is still working on the housing of the KIDS program office. She has a hopeful date of July 2006 set for a possible move.

Jill also talked about some PR that St. Joseph's Hospital will be doing soon regarding the KIDS Program. They are looking for two families, both whom have transitioned out of the KIDS Program. They want one family with a diagnosis who went on to receive special services and one family without a diagnosis who went on to receive services in the community. We asked that if anyone was interested that they let Jill know.

Right Track Program Update

Numbers Screened - See end attachment at end of document

Staffing Update - no new updates

Training - Right Track is holding a training for both KIDS staff and Right Track staff to attend on Tuesday, the 7th. The training will be on Methamphetamine. There will also be a training for the same staff in March related to post-partum depression.

RICC Parent Subcommittee Update

Parent Leadership Weekend - 5 families in our region attended the Parent Leadership Weekend in Devils Lake. It was a fun filled weekend with some work attached to it. The entire family was invited, so the kids and some dads spent time in the family activity room and swimming while the Parent Leadership Attendees spent some time learning some new leadership skills. Some of the topics covered were: focused conversation, true colors, transition curve, and family stories. The state planning team is already discussing the possible opportunity to hold another one next year.

Experienced Parent Update

Swimming, Playland, Christmas Cookies, Playgroup, Transition information, lots of phone calls, home visits

General ICC Information

Early Intervention Website - www.ndearlyintervention.com

State Performance Plan - The state performance plan is out. Both Jill and Missi have copies of it if anyone is interested in reviewing it.

Indicator Scale

DATA - the committee reviewed the newest data and discussed revisions for how the data is presented so it can make more sense to all. Missi will make these data changes on the 2005-2006 QIP. Below are some of the comments made about the data:

Why are we not getting more of this data from the state office?

How do we assure that the data is accurate?

Where does the state receive the numbers for the number of children in each county and how often is that updated?

Need to add some wording explaining the data more clearly.

Need to be clearer regarding the exact dates the data was pulled.

We need to contact the state to get the data that is in ASSIST that is difficult for us to collect.

12:30-2:30 Quality Improvement Plan

Target Area: Childfind/Public Awareness

Updated Data:

Concern: Earlier Identification (currently average age of referral in Region VIII is 15.31 months)

Right Track effectiveness is measured by average age of referral decreasing.

1A	Educate physicians on the benefits of early referrals.	KIDS DDCM RICC Members Experienced Parent	9/05	Right Track and KIDS will receive more referrals from physicians.
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- Set up dates and schedule people to attend physician meetings to give presentations.
- Develop basic agenda for presentation.
- Dr. Oksa is Chief of Medical Staff.
- Jill, Kimm, and Merrill will work on setting up a time during a medical staff meeting.
- Make sure to include Bowman and Hettinger Staff
- Have Right Track releases/brochures presented at OB check and 2 week baby check up.
- Give Right Track presentation to BabyKind Staff (and brochures)
- Make sure that outlying counties are receiving the same information.
- Merrill will schedule this meeting.
- Suggestion was made to focus on educating new physicians.
- Missi will set up a subcommittee to work on putting together a presentation for physicians regarding autism and early referrals.
- Show the committee the REFER sheet
- Missi will make the changes to the refer sheet that were suggested and e-mail it back out to the committee.

1B	Produce a simple reference sheet containing red flag behaviors of Autism for physician's to refer to.	KIDS RICC Coordinator Part C RICC Subcommittee	9/5/05	Physicians will be more aware of red flag behaviors of Autism and will refer these children to Right Track or KIDS at an earlier age.
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- Schedule subcommittee meeting to put this together.
- Address the main areas to include in reference sheet.
- Have Merrill bring red flag list to May meeting for committee to review. The list will then be sent to physicians.
- Merrill brought "red flag" list to the meeting. (1. Lack of pointing 2. Lack of imitating 3. Lack of joint attention 4. Lack of response to name)
- When Merrill, Jill, and Kimm get together to work on the presentation for the physicians, they will look at presenting the "red flag" list along with the other info.
- Suggestion was made to put together a small committee to take care of this action step since Merrill, Jill, and Kimm will not be putting together the presentation for all physicians.
- Missi will set up this meeting.
- Jill will set up the meeting with the Physicians to explain the REFER sheet

1C	Provide Norm Reference Materials (create poster/flyer) to all Child Care Facilities, Churches, Doctor's Offices, WIC, etc.	KIDS RICC Coordinator RICC Committee Members (Denise S., Jessica K., Nichole T.,) Early Head Start (Cheryl) West River Special Service (Robin) Funding: Part B (Dot and Terry Tucker), Part C	Development - 9/30/04	Right Track and KIDS will receive more referrals from parents, child care providers, physicians, and family members of children.
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- Distribute posters from the State (when we receive them).
- Produce simple flyer/brochure with developmental age appropriates.
- Set up subcommittee to go over previous developmental age appropriates.
- The brochures have been made and are currently being distributed by KIDS and Right Track.
- Begin providing brochures to all Family Physicians and Pediatricians for them to hand out at Well Child Visits. Missi suggested that they be handed out at all visits done by 0-3 year olds.
- It was also suggested that the brochures be handed out to all county health nurses.
- Missi will contact the administrators at Great Plains Clinic and Dickinson Clinics.
- A presentation has been scheduled for the nurses at the Dickinson Clinic on May 18th at 6:00 p.m. This presentation will include information on the Right Track program, the KIDS program, and presenting the Developmental Age Appropriate

brochures. The presentation will include a request that these brochures be handed out at all visits that involve children ages 0-3 years old.

- It was suggested that "FREE Screenings" be added to the back of the brochures so that families realize that this is a free service.
- Make sure to include Bowman and Hettinger Staff (Shannon Bowman is in Bowman) (Lisa Clayton is in Hettinger)
- It was noted that some members have visited the clinics in the past month with their children and have not received a Age Appropriate Brochure. Missi will call the clinics to make sure that they have enough brochures and that they are handing them out.
- It was suggested to make sure to also include St. Joseph's outreach clinics
- WIC was another suggested place to hand out brochures.
- Need to check to make sure that the brochures are being handed out all clinic visits for children ages 0-3 years. A suggestion was made to contact Mark Grove at Great Plains Clinic.
- Missi will contact both clinics to see if there is a reason that the brochures are not being handed out (Tina Kessel - Great Plains Clinic, Marge Wiler, Dickinson Clinic).
- Missi contacted both clinics again, they asked for more brochures and were unsure about having them in a magazine rack.

Concern: There are children who are receiving and/or referred direct therapy that are not referred for Early Intervention.

1D	Provide outpatient therapy agencies with information regarding Right Rack and Early Intervention Services	KIDS, RICC Coordinator	9/05	Right Track and KIDS will receive referrals from direct therapy service providers.
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- Need to visit with Outpatient therapy and staff.
- Make sure to include SW Physical Therapy.
- Provide Developmental Brochures to all Outpatient Therapy Services. Missi delivered this in April 05
- Provide in-service training to therapy clinics
- Jill will set a date to provide this in service training

Concern:

	ACTION STEP:	RESOURCES:	TIMELINE:	INDICATOR:
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Target Area: EI Services in Natural Environments

Updated Data:

Concern: Most of the parks in the region have handicap accessibility issues.

2A	Contact the Park Board to inform of accessibility issues and need for fencing for existing playgrounds. Apply for Opening Doors Grant to add 15 handicap accessible swings to the regions parks.	Parent members of committee, RICC Coordinator, Experienced Parent	10/31/2001 (Completed) Update about Part C Funds 8/1/04	Families that have children with developmental delays or disabilities will be accessing the parks more often.
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- Find durable handicap accessible swing, write, and submit grant.
- 8/15/04 - Grant resubmitted
- The grant was resubmitted in August 2004 with changes made. We have not heard back from Deb Balsdon on the progress of this grant.
- Missi is working with the Optimist Club to add some handicap accessible equipment at their park. Everything is looking to be going well, the estimated date to have the park updated is the summer of 2007.

Concern: Natural Environments are not always listed in the IFSP.

2B	Improve the Family Assessment that is used to obtain natural environment information relating to each individual family.	KIDS Staff Parents/Families	5/1/05	The IFSP will contain more information regarding natural environments. This information will be child/family specific.
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- The EI staff is currently working on this.
- The EI staff recently attended some training regarding including more Natural Environment information into the IFSP.
- The state is closely monitoring the IFSP plans. The staff is continuing to adapt and has been working hard on making the necessary changes to be in compliant with the rules and regulations.

Concern:

	ACTION STEP:	RESOURCES:	TIMELINE:	INDICATOR:
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Target Area: Family - Centered System of Services

Updated Data:

Concern: Eligibility evaluations are missing certain components.

3B	Use a Social/Emotional Tool during evaluations	EI Staff Carol Johnson	State Timeline	All children will have a social/emotional evaluation
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- We are currently waiting for Carol Johnson to refer KIDS to what tool to use to do this evaluation.
- The KIDS program is looking into purchasing the new Bayley. The RICC voted on this decision and supports the KIDS program in the decision to look into purchasing the new Bayley. The Bayley will help the KIDS program meet the Part C criteria.

The following concern/action step was added at the meeting:

Concern: IFSP's are not being used by families.

3C	Conduct a survey for families to find out how they are using their IFSP's	EI Staff Missi Baranko	May 2006	EI Staff will be know what families see as important in their IFSP's
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- Missi will get together with Jill to formulate a list of questions for the survey. She will then review these questions with the parent subcommittee. The survey will be conducted by phone and mail in May along with the annual survey.

The committee also discussed Infant Mental Health quite a bit. It was thought that this needs to be looked at closer and possibly some action steps/concerns added to the QIP.

Concern:

	ACTION STEP:	RESOURCES:	TIMELINE:	INDICATOR:
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Target Area: Early Childhood Transition

Updated Data:

Concern: Parents have not always understood the transition process, parental rights, and the support necessary to exercise those rights.

4A	Utilize State Transition Book	State	9/31/04	Parents will be more informed about the transition process.
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- With new possible federal regulations coming thru from IDEA, the transition book has been put on hold until those changes have been made. (staying in the program between the ages of 3-5)
- Jill will update on book - she said that the planning of the book is in it's last stages. It will hopefully be printed very soon and distributed. Jill did not have an estimated date for printing.
- The last reading of the draft will be on March 16, 2006.

Concern: Parents and team members are unaware of services in the summer for children who do not qualify for extended school services or Part B preschool programs.

4B	Upon parents request or if appropriate, parents will be given educational materials for families to work on during the summer.	Early Childhood Center	8/1/04	Parents who have children who transition in the summer will be more educated on developmentally appropriate activities
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- Look at inviting either Dot or Terry to the RICC meeting.

Concern: Parents state that they are concerned about lack of programming for their children

4C	ECC Staff will contact transitioning families at least once during the summer.	ECC	8/1/04	Families are supported and informed of programming and rights.
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- ECC staff were not in attendance at this meeting -we will bring up this concern/action step at the November meeting.
- Elaine LaPlante will check with the staff at ECC regarding this action step to see if families are being contacted. ECC staff were not present at the February 06 meeting.

Concern: Parents are not aware of the possible categories that their children may receive at the IEP.

4D	Inform parents of categories of eligibility at the 2-6 meetings.	KIDS ECC West River Special Services, Experienced Parent	10/05	Parents will be educated about categories and that their child will be labeled.
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- Set up meeting to discuss guidelines on how to present eligibility criteria for 619 services. Include parents, interventionists, ECC and WR staff and DD Case Management.
- Utilize the State Transition guidelines.
- Missi will set up this meeting before the next RICC meeting in November.
- The meeting went well, Missi produced a brochure containing eligibility information. It was decided that this brochure would be given out by the Part B coordinators at the 2-6 meeting with families.
- We need to check with ECC and West River to see if they are using the brochures.

5. Target Area: GENERAL SUPERVISION

Family Involvement in RICC (needs to be at least 30%)

8 Parents are currently Members (32%) (Cebe, Dawn, Jessica, Joyce, Kristy, Wanda, Diane, Lisa, Lori, Amy)

RICC Membership

26 Members plus Missi Baranko, Jill Staudinger, and Gilda Lubinski

Geographic Representation

West River Special Services

Multi district Special Education Unit

Peg Crane - Mott

Fort Berthold

Childcare Resource and Referral

Rehab Visions

Rehab Services

Support Systems

Badlands Human Service Center

Right Track Program

Experienced Parent Program

Agency Membership

Childcare Resource and Referral

Group Daycare (Kim's Daycare)

Physical Therapist (Private)

State ICC

Speech Pathologist (Rehab Visions)

Reservation

KIDS Program Interventionist

State Legislator

Badlands Human Service Center

Dickinson Clinic

West River Special Services

Early Childhood Center

Occupational Therapist (Rehab Services)

West Dakota Parent and Resource Center

Right Track

Support Systems

Private Preschool Program

Concern:

	ACTION STEP:	RESOURCES:	TIMELINE:	INDICATOR:
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2:30-3:00 **Old Business/Open Discussion**

RICC Screen Figures (Right Track Program)

Screen Month	Total Screens	Initial Screens	Re-screens	Referrals		County	Total screens by County	Initial screens by county	Re-screens by County	Referrals by County
Oct-05	89	20	69	2		Adams	2	1	1	0
						Billings	2	0	2	0
						Bowman	6	5	1	0
						Dunn	1	0	1	0
						Golden Valley	2	0	2	0
						Hettinger	4	2	2	0
						Slope	2	1	1	0
						Stark	70	11	59	2

Screen Month	Total Screens	Initial Screens	Re-screens	Referrals		County	Total screens by County	Initial screens by county	Re-screens by County	Referrals by County
Nov-05	148	38	110	6		Adams	7	4	3	0
						Billings	0	0	0	0
						Bowman	7	7	0	0
						Dunn	1	0	1	0
						Golden Valley	3	2	1	0
						Hettinger	3	2	1	0
						Slope	0	0	0	0
						Stark	127	23	104	6

Screen Month	Total Screens	Initial Screens	Re-screens	Referrals		County	Total screens by County	Initial screens by county	Re-screens by County	Referrals by County
Dec-05	114	31	83	4		Adams	1	1	0	0
						Billings	5	2	3	0
						Bowman	8	5	3	0
						Dunn	0	0	0	0

Golden Valley	0	0	0	0
Hettinger	6	3	3	0
Slope	0	0	0	0
Stark	94	20	74	4